

S E C R E T

DDA 83-0054/47
25 November 1983DD/A REGISTRY
FILE: 100-15

MEMORANDUM FOR: Director of Central Intelligence

FROM: Harry E. Fitzwater
Deputy Director for Administration

SUBJECT: Weekly Report for Period Ending 25 November 1983

1. Progress reports on tasks assigned by DCI/DDCI:

None.

2. Items/events of interest:

a. As part of the Agency's quality of life program, GSA painters, on 21 November, started painting the Headquarters building exercise room and are scheduled to finish on 25 November.

b. On 29 November the Office of Logistics will begin moving elements of the Office of Medical Services from Ames Building to [redacted] commencing 28 November, the Office of Personnel will be moved to [redacted] the Office of Security will be moved mid/late December; and the Office of General Counsel will move on or about the week of 12 December.

c. On 18 November a member of the Counterterrorism Branch, Office of Medical Services, briefed Reserve Air Force/Office of Special Investigations Special Agents on "Hostage Survival."

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25X1 f. The Rebadging Program continues to proceed well. To
date, over [] of the new, superior quality badges have been
processed and issued.

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h. The Office of Finance is alerting employees to a prospective decrease (three tenths of one percent) in hourly pay rates which will result from a change in hourly pay rate computation methodology (2,087 vice 2,080 hours per annum); an increase in MEDTAX deductions which will occur as a result of the increase in the FICA/MEDTAX tax base from \$35,700 to \$37,800; and an annual pay increase of 3.5 percent. The pay rate computation change and the pay increase go into effect the first full pay period in January. The increase in MEDTAX deductions applies to all monies paid in 1984.

3. Significant activities anticipated during the coming week:

None.

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REMARKS

2 - Revised version attached.

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FPMR (41 CFR) 101-11.206